

**Arizona Invasive Species Advisory Council**  
**WORKING GROUP CHARTER**  
**Leadership and Coordination**

**Leader:** John Caravetta / Jeffrey Myers

**Co-Leader:** Doug Witte

<b>Members:</b>	Christine Conte	Joanne Roberts	Melissa Keckler
	Cindy Copping	Gary Russell	Marianne Meding
	Melinda Deswood	Dan Shein	Stewart Jacks
	John Gertsenberger	Tonya Norwood-Pearson	Team Member Name
	Larry Riley	Brenda Smith	Team Member Name
	Team Member Name	Team Member Name	Team Member Name

**Date:** July 19, 2007

**Background:**

The Arizona Invasive Species Advisory Council (Council) shall develop a comprehensive statewide invasive species management plan for Arizona based upon the framework recommended in the report, “Arizona’s Invasive Species Situation: unwanted plants and animals – June, 2006”. As recommended in the Report, the framework shall center around five focal strategic concepts: 1) Leadership and Coordination, 2) Research and Information Management, 3) Anticipation and Outreach, 4) Control and Management, and 5) Funding. This comprehensive statewide invasive species management plan should also provide guidance and identify expertise for the recommendations outlined in the Report.

**Mission:**

To describe Leadership and Coordination needs and goals pertaining to invasive species policy and approaches in Arizona, and to develop a comprehensive statewide management plan component that outlines leadership and coordination objectives and tasks to achieve those goals in Arizona.

**Objectives:**

1. Develop a detailed framework on how the Arizona Invasive Species Advisory Council (Council) will function in the future.
  - a. Identify key representation and the process by which council members could be selected for recommendation to the Governor and appointed to the council.
  - b. Identify the replacement process and appointment of alternate representation.
  - c. Identify annual commitments; timeframe/frequency of meetings, meeting process and standard issues addressed.

2. Identify and recommend objectives and strategies for funding and staffing key State agencies to support and enhance invasive species programs.
  - a. The Arizona Game and Fish Department, Arizona Department of Agriculture, Arizona State Land Department, Arizona State Parks, and the Arizona Department of Transportation each need to maintain or establish a dedicated, full-time Invasive Species Program Manager who could constitute and organize proactive programs for their agencies within their statutory authorizations.
3. Identify and describe objectives and tasks to facilitate consistent working relationships with neighboring states and internationally.
  - a. Identify states and countries where broad interactions regarding invasive species are needed to ensure appropriate levels of anticipation, prevention and response.
  - b. Identify or recommend forums for interstate or international coordination and cooperation.
  - c. Identify key agencies (Local, State and Federal), universities and private organizations, stakeholders and any other entities that maintain expertise and knowledge on invasive species issues, and identify the nature of expertise housed by each.
4. Identify alternative strategies to establish an Arizona Center for Invasive Species (Formal Center established at an Arizona Agency or University, Virtual Center, or other), and recommend which alternative would be most obtainable and best meet the needs of Arizona.
5. Identify and describe the role of a Center for Invasive Species (Center) in Arizona.
  - a. Identify objectives, strategies, and opportunities for financing a Center for Invasive Species.
  - b. Identify the role a Center could play in research and information management (repository of Technical Information, Database, Mapping, and Outreach and Education).
  - c. Identify the role a Center could play in invasive species anticipation and outreach.
  - d. Identify the role a Center could play in control and management of invasive species.
  - e. Identify parties best suited to lead the key roles identified in (a) through (d).
6. Identify, facilitate and initiate formal stakeholder coordination (develop or capitalize upon an existing grid of regional consortiums).
  - a. Identify existing Weed Management Areas (WMAs), Natural Resource Conservation Districts (NRCs), Tribal Soil and Water Conservation Districts (CDs), and others to provide complete statewide coverage. Identify desired outcomes from coordination and collaboration.
  - b. Recommend a strategy for dividing the State into bio-geographical regions to best serve as conduits between local communities and the State.
  - c. Identify other avenues for coordination, including inter-state and international partnerships.

### **Scope/Limits of Responsibility:**

1. The role of the Council is advisory. Recommendations to the Governor and to State agencies are weighty and may stimulate development of policy, approaches, and regulatory change. The Council does not have independent regulatory authority or rule-making responsibilities.
2. The definition of “Invasive Species” was adopted by the Governor. It is recognized as a broad definition, is open to broad interpretation, and is not intended to be regulatory because of its breadth. The definition is intended to provide counsel and guidance to State agencies and subdivisions of the State, the public, and our partners. The definition, as a recent adoption by the State, need not be debated further in the development of the plan.

### **Time Commitment:**

The Council will meet monthly on the first Tuesday of each month following the first July 19, 2007 meeting until June 3, 2008. Development of the Leadership and Coordination component of the Invasive Species Management plan is scheduled to begin July 19, 2007 and be completed by October 02, 2007, after which it will be made available for public comment. It is anticipated that product development will largely occur outside of council meetings; therefore working group meetings will likely be necessary to complete assignments from this charter and tasks identified at monthly council meetings.

The working group leader or co-leader must notify the Council co-chairs or Facilitator if problems are encountered, and especially if additional time is required to complete the assignment.

### **Products/Deliverables:**

1. Using the template provided develop and write the Leadership and Coordination component of the management plan by October 02, 2007.
2. A list of agencies, stakeholders and interested persons with whom the working groups will communicate and coordinate, and a plan that details this coordination.
3. Provide a prioritized list of recommended actions, timelines, responsible parties, and cost estimates. A template implementation matrix will be provided for presentation of the recommendations.
4. Provide a list and brief overview of any case studies or examples for inclusion in the management plan that identify innovative strategies employed by other entities to address leadership and coordination of invasive species issues at local, State, federal levels, or by universities, private organizations or any other entity.
5. The Council co-chairs or the Council as a whole may suggest additional deliverables not listed in this charter. The working group may disagree with such a suggestion with a valid

reason.

**Other:**

At its first meeting, the Council will discuss the Charter, and the facilitator or co-chairs will respond to any emergent issues or questions.

Working group ground rules will also be drafted at the first meeting and will be incorporated into the Charter.